

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

Review

The Commissioners met at 9:00 a.m. to review legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, Tony Vogel, Jeff Barron, Dennis Keller, Bob Clark, Ray Stemen, and Jon Slater.

- Legal Update
- Administration and Budget Updates/Carri's List

a. Sunshine Review and Plan, Moving Forward

Ms. Brown reported that the Sunshine Review website from the advocacy group has been updated and shows the good performance of Fairfield County.

As a follow up to the training that administrative team members received in April, we have reviewed the records retention schedules and coordinated our thoughts surrounding the schedule and public records. We learned that draft notes and informal notes, such as those to prepare the Board of Commissioners minutes, need only be retained as long as they have administrative value and do not require formal approval for discarding, as there is a formal record (the minutes) which are ultimately approved. We are also adding a column to our existing records request log to note any redactions, which are typically accomplished for the removal of personal information, such as social security numbers.

Ms. Elsea emailed the Sunshine Review advocacy group, and they will review the website again by mid-June.

Mr. Levacy added that everyone did a great job bringing the information up to date.

Ms. Brown stated that other departments are welcome to use the Commissioners' Public Records Request log or create their own log, whichever choice makes sense for the department.

b. Budget and Public Records Request Quarterly Update (April 29)

Ms. Brown reported that there is a budget update on the schedule for April 29. Upon reviewing the initial reports, it is interesting to note that expenditures for 2014 for the first quarter are nearly the same as the expenditures for 2013 for the first quarter, \$8.6 million. With the sales tax

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

summary of this quarter, we see where we are meeting .32 of projections and have increases in sales tax revenue overall. Ms. Brown is preparing a slide show for April 29. In addition, with each quarterly update, we have decided to review the public records request log.

Mr. Levacy stated he thought the sales and use tax performance was a little lower than expected due to the weather.

Ms. Brown added that they may see a slight drop due to the sales tax holiday but that it would not likely be significant for the budget taken as a whole.

c. Ohio Housing Finance Agency Funding

Ms. Brown reported there are demolition grant funds offered through the Ohio Housing Finance Agency. The program with the agency operates differently than Moving Ohio Forward – but there are similar uses of the funds. The requests for proposals are due June 30, 2014, and Ms. Brown suggested that she reach out to Donna Fox-Moore to develop a project time line, as June is just around the corner. The proposal requirements appear to be detailed and comprehensive.

Mr. Levacy asked if the deadline could be extended beyond June.

Ms. Brown stated that particular deadline was for the request for proposals and that deadline was not something that could be changed, but the first drawdown for such approved funds happen in December, which shows that this grant differs in the speed in which the money must be spent, as compared to the Moving Ohio Forward funds.

d. Connections Meeting, Wednesday, April 23rd

Ms. Brown reported that an Auditor, IT, Treasurer, Commissioners Connections Meeting is scheduled April 23 at 8 a.m. The review packet included a draft agenda for the meeting. A cash balance policy for the general fund is something that Ms. Brown is researching, in terms of a formal policy. If anyone has agenda items, please be in touch with Ms. Brown.

e. ODOT Alternative Transportation Grant

Ms. Brown reported that she is meeting with Soil and Water Conservation District representatives on Wednesday to continue to research for the alternative transportation grant. The non-profit connected with the Sensory Trail has acquired donations to cover the match for the grant.

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

There are many details yet to resolve, though. There may be resolutions for the Board to consider at the next meeting.

f. Jail Project Update

Ms. Brown reported that our architect is working on the preliminary plans and accepting input from Sheriff Phalen and his team. The architect is working hard to stay within the original estimates of square footage.

The meeting previously scheduled for April 24 was canceled because Bennett & Williams is in the process conducting their services and evaluation and needed more time. They will be in touch with Ms. Brown in the near future.

Mr. Davis stated that the contract with Bennett & Williams included a provision for a public hearing and that they will want to see the results first to determine if a hearing is even necessary. There is no reason to have a hearing if the data and objectives are not furthered by such a meeting.

- Old Business

- a. Energy Aggregation

- Ms. Elsea reported that 30 people attended the information session hosted by Walnut Township last week. This included the Villages of Millersport and Thurston. There are currently no outstanding questions relating to energy aggregation.

- b. Dine Downtown

- Ms. Elsea stated that the winners for last week had been selected. Commissioner Davis won with six receipts and donated the gift cards back to double next week's prizes. Theresa Haynes won the random drawing. Thirty-five receipts were turned in for last week.

- c. JFS Director Posting

- Ms. Brown reported that an executive session was scheduled for later in the day to discuss the position. She also reported that she had the pleasure of meeting with the JFS team for a short time this morning. The supervisors and leadership development team are conducting analysis on strategic planning themes, and the group is the midst of preparing an updated plan.

- d. CFLP

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

Mr. Kiger stated he attended the Policy Meeting last week and chapter one of the policy was emailed for review. This is the policy they will provide to the state. He will forward it to the Commissioners.

Mr. Davis asked if they would be approving one chapter at a time before seeing other chapters.

Mr. Kiger stated he was not sure, but that he'd ask for the entire document.

Mr. Davis added that he did not want to accept or approve one chapter at a time without the opportunity to see the entire policy as this presents the potential for games to be played.

- New Business

- a. Ohio EPA Pollution Control Permit Issued for Crawford Compressor Station

Ms. Brown stated that we had received email communication, placed in the review packet, and there was an opportunity to provide comments. Ms. Mattei and Mr. Vogel have copies of the email notification, as well.

Mr. Kiger asked if it posed any conflict with the other issues with Columbia Gas.

Mr. Davis stated it did not.

Ms. Brown reported that the email was simply an opportunity to provide comments.

- General Correspondence Received

- a. Sales and Use Tax Collections

Ms. Brown stated the current revenues were 32% of the annual projection and that they would continue to monitor the revenue source.

Mr. Davis added that if they look at the whole report this is the best they've seen in five years.

- b. Fairfield County Municipal Court 2013 Annual Report

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

- c. Ohio Department of Health re: Fairfield County's Single Audit Report for 2012

Ms. Brown stated that this was forwarded to Ms. Notestone who was the county's point of contact for such matters. There is no further action required.

Mr. Slater added that the Ohio Department of Health did have the report, but was not communicating internally.

- Calendar Review/Invitations Received

- a. Retirement Celebration for Perry Orndorff – Wednesday, April 30th from 4:30 p.m. to 8:00 p.m. at Rising Park

- 1. All Commissioners plan on attending

- b. Ground Breaking Ceremony for Gorsuch West Elementary School – Wednesday, May 7th at 4:30 p.m. – 440 Trace Drive, Lancaster

- 1. All Commissioners plan on attending

- c. Panel Discussion – Marijuana Legalization and the Law of Unintended Consequences – Tuesday, May 13th at 5:30 p.m. – 65 S. Front St, Columbus

- FYI

- a. Thank you from 4-H Staff for support
- b. Pickerington Senior Center Newsletter

- Issues Bin

- a. Ag Center Available Space

Mr. Kiger stated he had contacted Mr. Keller and that there was some opposition from Veterans Services to move to that location.

Ms. Brown stated that Becky Edwards had expressed interested and would be contacting Mr. Keller for a tour. She suggested advertising the space in a few months if they did have any internal interest to arise.

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

- Open Items

- a. BRAVO!

Ms. Brown commented on how much she appreciated Ms. Knisley for conducting budget entry training. She has heard a lot of good feedback from the departments relating to the opportunity of the training, the process of budgeting itself, and the way that the Commission is collectively moving forward.

Mr. Davis stated that prior to the recent restructure of the Commissioners' office he was unsure of how anything got accomplished.

- b. Clarence E. Miller Building

Mr. Keller stated that he continues to give tours of the building and is awaiting the commercial appraisal. He is working closely with Historic Parks as well.

Mr. Slater added that Mr. Jeff Sigler and Mr. Frank Quinn would be touring the property in the near future.

Mr. Davis asked if there was anything about the building, from a maintenance standpoint, that required a specific date to make a decision about the building, such as a hard winter.

Mr. Keller replied that there possibly could be and that they will need to address the problems caused by this last winter before next winter and that a decision before next winter may be helpful.

Mr. Davis asked if a decision by early Fall would be helpful.

Mr. Keller stated it would be helpful and added that he is also working on the parcel issue with Mr. Dolin.

Mr. Davis added that he knew we were waiting on a memo from the prosecutor's office regarding the cemetery.

Mr. Dolin stated that the cemetery appears to be in the city and may be the city's obligation, however the cemetery predates current statutes, and this presents complexity.

Ms. Brown stated that Mr. Porter had begun researching this as part of the administrative work group, and we should acquire a formal opinion, potential from the Attorney General.

**Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014**

Mr. Davis stated the Commissioners were requesting guidance on handling the entire property and cemetery.

Executive Session to discuss Impending Litigation

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Impending Litigation at 9:49 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, Rachel Elsea, Jason Dolin, Jon Slater, a representative from Human Resources, and a representative from the Clerk of Courts Office.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

On the motion of Steve Davis and second of Dave Levacy the Board voted to exit Executive Session at 9:49 a.m.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

Review continued

The Commissioners met at 9:49 a.m. to continue review of legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Jason Dolin, and Jon Slater.

Commissioner Kiger stated at 9:49 a.m. that the Commission would be in recess until the Regular Meeting at 10:00 a.m.

Commissioners' Regular Meeting

A regular meeting of the Fairfield County Board of Commissioners was held on Tuesday, April 22, 2014 beginning at 10:01 a.m., with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, Staci Knisley, Jason Dolin, Ray Stemen, Jeff Camechis, Dennis Keller, Tony Vogel, Jeff Barron, Jon Slater, Branden Meyer, and Jim Bahnsen.

Pledge of Allegiance

Commissioner Kiger asked everyone to rise as able, and he led the Pledge of Allegiance.

**Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014**

Announcements

Commissioner Kiger asked Ms. Elsea if there were any announcements. Ms. Elsea stated there were no announcements.

Public Comment

Commissioner Kiger asked if anyone from the public who would like to speak or offer comments. No public comments were made.

Approval of Minutes for Tuesday, April 15, 2014

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the Minutes for Tuesday, April 15, 2014.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Commissioners' Office Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Commissioners' Office resolutions:

- | | |
|--------------|--|
| 2014-04.22.a | A resolution of the Board of Commissioners of Fairfield County, Ohio establishing General Orders for the Hearing of Annexation Petitions. [Commissioners] |
| 2014-04.22.b | A resolution approving cooperative agreements (CS-17 and CS-19) with the Ohio Department of Transportation in regards to the Carroll Interchange Project. [Commissioners] |
| 2014-04.22.c | A resolution authorizing the approval of a proclamation recognizing Girl Scout Troop 1798 for their efforts in organizing and publicizing the April as Safe Dig Month Opening Ceremony. [Commissioners] |
| 2014-04.22.d | A resolution approving an account to account transfer in a major object expense category, appropriate from unappropriated into major object categories and fund to fund transfers – Fairfield County Commissioners/Airport [Commissioners] |
| 2014-04.22.e | A resolution to approve the right of entry agreement with Time Warner Cable Midwest LLC for property located at the Airport, 3266 |

**Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014**

& 3380 Old Columbus Road NW, - Fairfield County Commissioners
[Commissioners]

2014-04.22.f A resolution approving the 18-month report for the Fiscal Year 2012
Community Housing Improvement Program (CHIP) completed April
2014 – Lancaster-Fairfield Community Action Agency
[Commissioners]

Discussion: Mr. Davis thanked Mr. Dolin for his work on the annexation resolution and added that it was fast and accurate.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Engineer's Office Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Engineer's Office resolutions:

2014-04.22.g A Resolution to Approve Advertising for the FAI-CR71-0.93
Julian/Strickler Intersection Improvement Project. [Engineer]

2014-04.22.h A resolution to appropriate from unappropriated in a major
expenditure object category County Engineer 2024-Motor Vehicle
for MAD-33 bridge project Right-Of-Way [Engineer]

Discussion: Mr. Davis asked if the load limits were done. Mr. Camechis replied that they were, but that some townships had theirs up through the end of the month.

Roll call vote of the motion resulted as follows:
Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the JFS Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following JFS resolutions:

2014-04.22.i A resolution to approve a memo receipt and expenditure for
Fairfield County Job & Family Services, Fund 2072 reimbursing
Fund 2018 [JFS]

2014-04.22.j A resolution to approve a memo receipt and expenditure for
Fairfield County Job & Family Services, Fund 2599 reimbursing
Fund 2018 [JFS]

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

- 2014-04.22.k A resolution to approve a memo receipt and expenditure for Fairfield County Job & Family Services, Fund 2015 reimbursing Fund 2018 [JFS]
- 2014-04.22.l A resolution regarding a Purchase of Service Contract between Eastland-Fairfield Career & Technical Schools and Job & Family Services, Workforce Development Services Division [JFS]
- 2014-04.22.m A resolution to approve repayment of an advance made for fund 2801, a fund used to account for the Resource Center Grant, administered by JFS on behalf of Fairfield County [JFS]
- 2014-04.22.n A resolution approving an account to account transfer Job & Family Services, Protective Services, Sub Fund Wendy's Wonderful Kids [JFS]

Discussion: Ms. Brown stated that five of the resolutions were traditional accounting resolutions and that "l" was a contract renewal for workforce development.

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Approval of the Payment of Bills Resolutions

On the motion of Dave Levacy and the second of Steve Davis, the Board of Commissioners voted to approve the following Payment of Bills resolutions:

- 2014-04.22.o A resolution to approve the payment of vouchers without appropriate carry-over purchase orders for all Departments that are approved by the Commissioners [Auditor- Finance]
- 2014-04.22.p A resolution authorizing the approval of payment of invoices for departments that need Board of Commissioners' approval. [Commissioners]

Roll call vote of the motion resulted as follows:

Voting aye thereon: Dave Levacy, Steve Davis, and Mike Kiger

Ms. Elsea announced that the next regular scheduled meeting for the Board of Commissioners will be Tuesday, April 29, 2014 at 10:00 a.m.

Mr. Davis asked that the 1:00 p.m. Executive Session be moved to after the Regular Meeting.

Regular Meeting #17 - 2014
Fairfield County Commissioners' Office
April 22, 2014

Commissioner Kiger stated at 10:06 a.m. the Commission would take a short recess before reconvening in his office for an Executive Session to discuss Personnel at JFS.

Review continued

The Commissioners met at 10:21 a.m. to continue review of legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown, Rachel Elsea, and Ray Stemen.

Executive Session to discuss Personnel at JFS

On the motion of Steve Davis and second of Dave Levacy, the Board voted to enter into Executive Session to discuss Personnel at JFS at 10:21 a.m.

Discussion: Commissioner Davis stated that the following be present: Commissioner Davis, Commissioner Levacy and Commissioner Kiger, Carri Brown, and Rachel Elsea.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy and Mike Kiger

On the motion of Steve Davis and second of Dave Levacy, the Board voted to exit Executive Session at 10:55 a.m.

Roll call on the motion as follows:

Voting aye thereon: Steve Davis, Dave Levacy, and Mike Kiger

Review continued

The Commissioners met at 10:55 a.m. to continue review of legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown and Rachel Elsea.

Commissioner Kiger stated the Commission would be in recess until the end of the AED & Hands Only CPR Training.

Review continued

The Commissioners met at 11:45 a.m. to continue review of legal issues and pending or future action items and correspondence. Commissioner Kiger called the meeting to order with the following Commissioners present: Steve Davis, Mike Kiger and Dave Levacy. Also present were Carri Brown and Rachel Elsea

